



**OFFICIAL MINUTES OF TUALATIN CITY COUNCIL WORK SESSION FOR JUNE  
27, 2011**

Present: Mayor Lou Ogden (arrived at 5:15 p.m.), Council President Chris Barhyte, Councilor Monique Beikman, Councilor Joelle Davis, Councilor Frank Bubenik, Councilor Ed Truax

Absent: Councilor Wade Brooksby

Staff Present: City Manager Sherilyn Lombos, City Attorney Brenda Braden, City Engineer Mike McKillip, Community Development Director Alice Rouyer, Community Services Director Paul Hennon, Finance Director Don Hudson, Planning Manager Aquilla Hurd-Ravich, Development Manager Eric Underwood, Assistant to the City Manager Sara Singer, Project Engineer Dayna Webb, Police Captain Larry Braaksma, Management Intern Ben Bryant, Executive Assistant Maureen Smith

**CALL TO ORDER**

Council President Barhyte called the work session to order at 5:05 p.m.

**1. High Capacity Transit Study Scope of Work**

Community Development Director Alice Rouyer and Planning Manager Aquilla Hurd-Ravich gave an update on the status of the High Capacity Transit Study and the proposed project scope of work.

Planning Manager Hurd-Ravich presented a PowerPoint and gave a brief background on the discussions to date, and noted the prior approval of Council to combine the \$181,000 funded in the High Capacity Transit Study with the \$70,000 funded in the Southwest Concept Plan grant, giving \$251,000 in total funding to the High Capacity Transit Study, which would be expanded to include a much larger study area. The draft scope of work uses two related and relevant scopes for reference, request for proposals for the Barbur Corridor Concept Plan, and City of Tigard High Capacity Transit Land Use Plan, Transportation Growth Management Agreement Scope of Work. Council actions and project milestones were reviewed. A public outreach plan will be done and final action will be adoption of an ordinance, depending on the final outcome. It was asked and explained by Community Development Director Rouyer why this would be a plan text or map amendment and how the regional issue plays into this.

Brief discussion followed.

**2. Transportation System Plan "On the Road" Presentation**

City Manager Lombos prefaced the discussion by noting the work to the Transportation System Plan and public outreach that is being done.

Project Engineer Dayna Webb presented a PowerPoint and reviewed the public involvement piece and multiple ways for citizens to get involved and provide input. Staff will also be attending many events, such as the concerts, farmers market, etc. to spread the word about the Plan. A task force will be formed, and the length of the process was reviewed. Project Engineer Webb said this is a brief preview of what is available on the website at [www.tualatintsp.org](http://www.tualatintsp.org). The video contest is currently underway, and the website is work in progress and items will be added on a regular basis.

City Manager Lombos said this is the big "push" to raise awareness and updates will be provided on a regular basis to Council. Staff will be working on the criteria for the task force, and the setting up of the working group is next on the agenda. Discussion followed on utilizing all types of venues to make the information available. Discussion followed. It was asked and answered by City Manager Lombos about doing a community-wide survey of some type is being discussed in a future phase. Mention was made of the importance of drawing in the public early on. Discussion concluded.

### **3. *Update on Road Projects***

City Manager Lombos began by noting the PowerPoint being presented is the same as what is on the Council meeting agenda for this evening, giving Council a preview before the regular meeting presentation.

City Engineer Mike McKillip presented a PowerPoint on the Basalt Creek area planning and various road projects on the horizon. Discussion on what or how the road improvements could be done, and how the Basalt Creek planning area would be addressed.

### **4. *Citizen Involvement Program Code Development Update***

Councilor Truax reported on the subcommittee that was formed, which included Councilors Brooksby and Davis, members of the Citizen Involvement Ad Hoc Committee, and City Attorney Brenda Braden, and Assistant to the City Manager Sara Singer. The subcommittee reviewed the proposed citizen involvement program proposed code language, line by line, and arriving at mutual agreement at the conclusion of the meeting.

Discussion continued and Ms. Singer explained what the next steps could be, and going about getting the information out to all available media outlets. Ad Hoc Committee member Jan Giunta mentioned she had some substantive changes and if those should be addressed beforehand. It was mentioned by subcommittee members Davis and Truax that all present at the meeting left in agreement on what was reviewed.

Discussion followed and Council decided to put the current version out for public review and hold a hearing at the second Council meeting in July. Any comments received before the hearing can be collected and reviewed before the Council meeting. Discussion concluded.

## **5. Council Meeting Agenda Review, Communications & Roundtable**

Councilor Beikman mentioned the Core Area Parking District, and the tax being the same as last year. The plan is to come back to Council to thoroughly discuss the district funding and related issues can addressed for next fiscal year. Councilor Beikman noted the tax is sustainable for this year, but want to address it now to not continue to deplete the reserves.

### **D. CONSENT AGENDA**

Council reviewed the Consent Agenda.

### **H. GENERAL BUSINESS**

2. Ordinance No. **1325-11** Adopting the Core Area Parking District Tax Rate and Credit For Fiscal Year 2011-2012

MOTION by Councilor Truax, SECONDED by Councilor Barhyte for a first reading by title only. MOTION by Councilor Truax, SECONDED by Councilor Barhyte for a second reading by title only. MOTION CARRIED . The poll was unanimous. [Brooksby absent.] MOTION by Councilor Truax, SECONDED by Councilor Barhyte to place adoption of the ordinance on the Consent Agenda. MOTION CARRIED .

3. Ordinance No. **1326-11** Granting a Non-Exclusive Telecommunications Franchise to Electric Lightwave LLC

MOTION by Councilor Truax, SECONDED by Councilor Barhyte for a first reading by title only. MOTION by Councilor Truax, SECONDED by Councilor Beikman for a second reading by title only. MOTION CARRIED . The poll was unanimous. [Brooksby absent.] MOTION by Councilor Truax, SECONDED by Councilor Beikman to place adoption of the ordinance on the Consent Agenda. MOTION CARRIED .

4. Ordinance No. **1327-11** Allowing Regional Public Facilities to Treat Private Development's Stormwater; and Amending TDC 74.650 (PTA-11-04)

MOTION by Councilor Truax, SECONDED by Councilor Davis for a first reading by title only. MOTION by Councilor Truax, SECONDED by Councilor Beikman for a second reading by title only. MOTION CARRIED . The poll was unanimous. [Brooksby absent.] MOTION by Councilor Truax, SECONDED by Councilor Beikman to place adoption of the ordinance on the Consent Agenda. MOTION CARRIED .

City Manager Lombos noted on the Council meeting agenda, under *Special Reports* Item E-3 is removed as it is a duplicate of Item H-1, *Council Update on*

*Transportation Activities in the Basalt Creek Area, under General Business.*

**ADJOURNMENT**

The work session adjourned at 6:35 p.m.

Sherilyn Lombos, City Manager

*Maureen Smith* Maureen Smith, Recording Secretary



OFFICIAL MINUTES OF THE TUALATIN CITY COUNCIL MEETING FOR  
JUNE 27, 2011

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Present: Mayor Lou Ogden, Council President Chris Barhyte, Councilor Monique Beikman, Councilor Frank Bubenik, Councilor Ed Truax, Councilor Joelle Davis

Absent: Councilor Wade Brooksby

Staff Present: City Manager Sherilyn Lombos, City Attorney Brenda Braden, City Engineer Mike McKillip, Community Development Director Alice Rouyer, Community Services Director Paul Hennon, Assistant to the City Manager Sara Singer, Finance Director Don Hudson, Planning Manager Aquilla Hurd-Ravich, Development Manager Eric Underwood, Senior Planner William Harper, Project Engineer Dayna Webb, Library Manager Abigail Elder, Police Captain Larry Braaksma, Management Intern Ben Bryant, Executive Assistant Maureen Smith

**A. CALL TO ORDER**

Mayor Ogden called the meeting to order at 7:03 p.m.

Pledge of Allegiance was led by Council President Barhyte.

**B. ANNOUNCEMENTS**

1. New Employee Introductions -  
*Allison Schorr, Community Services Department*  
*Sara Hasegawa, Finance Department*
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Community Services Director Paul Hennon introduced Allison Schorr, new Library Assistant and gave a brief background. Council welcomed Ms. Schorr to the City of Tualatin.

Finance Director Don Hudson introduced Sara Hasegawa, new Office Assistant at the receptionist counter in the Council Building, and gave a brief background. Council welcomed Ms. Hasegawa to the City of Tualatin.

2. Library Summer Reading Program Update
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Library Manager Abigail Elder and Programming Specialist Julie Wickman presented a PowerPoint on the Library's summer reading program, that includes teens and an adult program this year. Ms. Wickman noted Tualatin businesses have been supportive of the library reading program with donations for prizes, etc.

3. Proclamation Declaring the Month of July 2011 as National Park and Recreation Month

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Councilor Beikman noted recreation activities happening in Tualatin over the summer, and read the proclamation declaring July 2011 as National Recreation and Park Month.

C. **CITIZEN COMMENTS**

*This section of the agenda allows citizens to address the Council regarding any issue not on the agenda. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.*

*Kathy Newcomb, 17515 SW Cheyenne Way, Tualatin, OR , was present to speak on the Transportation System Plan update, discussed earlier by Council at the Work Session. Ms. Newcomb suggested including representatives from all geographic sections of the eight neighborhoods associations. The Community Involvement Organizations (CIOs) should be up and running by September. The importance of having continued support was also noted by Ms. Newcomb. Mayor Ogden commented that the Council will strive to have people from portions of the community involved, and hope to have as much representation as can be found.*

D. **CONSENT AGENDA**

*The Consent Agenda will be enacted with one vote. The Mayor will first ask staff, the public and Councilors if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under, I) Items Removed from the Consent Agenda. The entire Consent Agenda, with the exception of items removed from the Consent Agenda to be discussed, is then voted upon by roll call under one motion.*

Under General Business, Ordinance Nos. 1325-11, 1326-11, and 1327-11 had first and second readings at Work Session and were placed on the Consent Agenda.

MOTION by Council President Chris Barhyte, SECONDED by Councilor Monique Beikman to adopt the Consent Agenda as amended and read.

**Vote:** 6 - 0 CARRIED.

1. Approval of the Minutes for the Work Session and Meeting of June 13, 2011
2. Resolution No. **5047-11** Awarding the Bid for the 2011 Pavement Maintenance Schedule
3. Resolution No. **5048-11** to Close Out the Parks Improvement Fund and Transfer Remaining Funds to the General Fund

4. Resolution No. **5049-11** Authorizing the Mayor to Execute Amendment No. 1 to the Cooperative Intergovernmental Agreement Between the Library District of Clackamas County and Library Cities
5. Resolution No. **5050-11** Authorizing Changes to the Adopted 2010-2011 Budget
6. Ordinance No. **1325-11** Adopting the Core Area Parking District Tax Rate and Credit For Fiscal Year 2011-2012
7. Ordinance No. **1326-11** Granting a Non-Exclusive Telecommunications Franchise to Electric Lightwave LLC
8. Ordinance No. **1327-11** Allowing Regional Public Facilities to Treat Private Development's Stormwater; and Amending TDC 74.650 (PTA-11-04)

**E. SPECIAL REPORTS**

1. Tualatin Library Foundation Update

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Tualatin Library Foundation Vice-President Wayne Welch gave a brief PowerPoint presentation on the Foundation, formed in 2008. Highlights of the past year were reviewed and future plans were mentioned. Mr. Welch concluded by noting the Foundation will be on Facebook beginning in July.

2. Transportation System Plan Presentation

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Project Engineer Dayna Webb presented information on the City's Transportation System Plan update. The Plan is a long-range plan for building and maintaining Tualatin's transportation network and was last updated in 2001. The Plan includes goals and objectives, existing conditions, evaluation criteria, future conditions and needs, alternatives and options, solutions and strategies, and a financial plan.

Various ways planned to reach the public were reviewed. Participation by the public could include request a presentation at a neighborhood-type event, attend community events, attend meetings, such as working groups, task force meetings, the City's Planning Advisory Committee, City Council work sessions and meeting, etc. Currently there is a video contest, most recent news, project mailing list sign-up, etc. available at the project website at [www.tualatintsp.org](http://www.tualatintsp.org). City Manager Lombos mentioned, in response to Ms. Newcomb's request of geographic representation, is envisioned in the next phase of the process. Project Engineer Webb encouraged all to visit the webpage for more information.

Mayor Ogden concluded by noting when the plan was done in 2001 it was a calculation of future needs, etc. and was largely an engineering-driven endeavor, and this time around citizen involvement is a priority to encourage people to get involved in how to address traffic/congestion issues in Tualatin. The solutions will be a balancing act, between walk, ride, transit, change work hours, and add lanes where appropriate. The community needs to be part of this and want to have everyone participate.

F. **PUBLIC HEARINGS – Legislative or Other**

1. Resolution No. **5051-11** Adopting the City of Tualatin Budget for the Fiscal Year Commencing July 1, 2011, Making Appropriations, Levying Ad-Valorem Taxes, and Categorizing the Levies
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Mayor Ogden opened the public hearing.

Finance Director Don Hudson presented the staff report on adoption of the 2011-12 fiscal year budget and continued with a PowerPoint presentation, noting Tualatin has one of the lowest tax rates in the region. Revenue and expenditures were reviewed, with revenues remaining stable and constant. Continued with review of the projected revenue for the coming fiscal year.

Finance Director Hudson noted some changes needed to the budget of 1.5% since approval by the Budget Advisory Committee. The Council has ability to change no more than 10% from the approved budget, and reviewed the various items/projects that are carry-overs that will not be completed by the end of the fiscal year. Noted that capital outlay makes up about 8% of the budget, debt service 4%, with City services 88%, which is what services are provided to citizens. Finance Director Hudson said the budget is fiscally responsible, provides services at the levels desired and continues to do so. The adopted budget will be available online in the coming weeks, and is also available in hard copy at various city office locations.

**PROPONENTS**

*Kathy Newcomb, 17515 SW Cheyenne Way, Tualatin, OR* , noted she is in support of the budget, but wanted to mention Tualatin is closer to other cities with regards to tax rates, one instance being Tualatin does not have its own fire department which is reflected in some other city budgets. She suggested those differences be identified in next year's budget. Ms. Newcomb also mentioned the forethought given to planning ahead in the budget for the retirement increase, and asked and was answered about the \$50,000 in the budget for citizen involvement is to be defined by the Council.

*Todd Allison, 5753 SW Joshua Street, Tualatin, OR* , asked about Tualatin's tax rate being one of the lowest, and questioned with the addition of the various entities such as levies, special districts, etc. how it would then compare. Finance Director Hudson said he includes all but the special districts and he can provide that information as requested. Brief discussion followed on tax rates and it was noted the \$2.27 tax rate is a permanent rate and cannot be adjusted.

**OPPONENTS** - None.

Mayor Ogden closed the oral testimony portion of the public hearing.

**COUNCIL DISCUSSION/DELIBERATION**



MOTION by Councilor Monique Beikman, SECONDED by Council President Chris Barhyte to adopt the City of Tualatin budget as presented and amended for the fiscal year commencing July 1, 2011, making appropriations, levying ad-valorem taxes, and categorizing the levies

**Vote:** 6 - 0 CARRIED.

**G. PUBLIC HEARINGS – *Quasi-Judicial***  
*None.*

**H. GENERAL BUSINESS**

**1. Council Update on Transportation Activities in the Basalt Creek Area**

City Engineer Mike McKillip presented a PowerPoint and gave a brief update on transportation activities happening in the Basalt Creek area. He explained the various projects that will begin to take place on planning of these areas and roads that will affect Tualatin, such as Basalt Creek Planning, 124th Avenue from Tonquin to I-5

124th Avenue from Tualatin-Sherwood Road to Tonquin Road, Boones Ferry Road from Norwood Road to Day Road.

City Engineer McKillip concluded the presentation and noted there will regular updates provided individually and together over the coming months.

**2. Ordinance Adopting the Core Area Parking District Tax Rate and Credit For Fiscal Year 2011-2012**

The ordinance had first and second readings at Work Session and was placed on the Consent Agenda.

**3. Ordinance Granting a Non-Exclusive Telecommunications Franchise to Electric Lightwave LLC**

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**4. Ordinance Allowing Regional Public Facilities to Treat Private Development's Stormwater; and Amending TDC 74.650 (PTA-11-04)**

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**5. Recognition of Outgoing Council President Chris Barhyte**

Mayor Ogden noted this meeting is the last for Council President Chris Barhyte, due to his resignation. Each councilor presented a memento to Council President Barhyte, and gave a brief speech. Mayor Ogden then spoke on Council President Barhyte's accomplishments over his tenure on the Council and presented him with a plaque for his years of dedication and service to the community.

Council President Barhyte gave a brief speech, noting Tualatin's commitment to livability, in particular the work that went into graffiti abatement, which is a testament of what Tualatin is all about.

**6. Appointment of a Councilor to Fill the Vacant Position No. 5 Seat**

Mayor Ogden began by thanking all seven candidates that applied for the Council Position No. 5 vacancy. Mayor Ogden prefaced with a review of the selection process for the replacement Council seat. Council President Barhyte excused himself from this portion of the meeting.

Ballots were distributed to the Council by City Manager Lombos. Ballots were cast and collected and the results were read by City Manager Lombos. One vote cast for Mona St. Clair, one vote for Manuel Trujillo, and by a majority vote of 3, Nancy Grimes was appointed to Position No. 5.

**I. ITEMS REMOVED FROM CONSENT AGENDA**

*Items removed from the Consent Agenda will be discussed individually at this time. The Mayor may impose a time limit on speakers addressing these issues.*

**J. COMMUNICATIONS FROM COUNCILORS**

**K. EXECUTIVE SESSION**

*None.*

**L. ADJOURNMENT**

MOTION by Councilor Ed Truax, SECONDED by Councilor Monique Beikman to adjourn at 8:30 p.m.

**Vote: 6 - 0 CARRIED.**

Sherilyn Lombos, City Manager



Maureen Smith / Recording Secretary